

CANOEING VICTORIA BOARD MEETING
MINUTES
Monday 30 July 2012
Gary's House

1. MEETING OPENED

The meeting opened at 7.45pm

Gary Flanigan – President (GF)
Tom Hirschoff – (TH) Chair
Connie Todaro – Interested Director (CT)
Tony Coventry. – Independent Director (TC) of the chair
Lawrie Chenoweth – Independent Director (LC)
Catherine Gardner-Gaskin –Independent Director (CGG)
Andrea Boothroyd – Executive Officer – Co (AB)
Sharon Swoboda– Executive Officer – Co (SS)

2. APOLOGIES

Richard Howard – Independent Director (RH)

3. Minutes of Previous Minutes

Motion: Minutes of the previous meeting accepted.
Moved GF Seconded

4. Action items from previous meeting.

Action: Package to be put together and presented to existing and potential universities.

5. Presidents Report

Bunnings – AB and CGG organised a bunnings bbq at nunawading. Manned by Canoe Polo and therefore the proceeds will go towards funding 3 canoe polo players

Geelong canoe club: GF is involved in the negotiations with the catchment authority and the club. The lease conditions now, include a 21 year lease with capital works included to be conducted during the life of the lease.

Noted that some concern has been raised with the apparent lack of support from VIS for Canoe / Kayak.

Action: AB/SS to develop an assistance package to support athletes applying for future VIS applications.

Action: AB/SS to meet with VIS and Australian Canoeing and other stakeholders to understand application requirements to improve athlete applications and increase chances for successful funding.

6. Strategic Areas

- a) Corporate Governance
 - i) Finances 2011/2012
Finance reports were tabled and discussed including rollover funding and
 - ii) Discipline Administration / audit / insurance fees 2011/2012

Motion: Reimburse the discipline administration and audit fees by 50% to the value of \$1500 and have the disciplines continue to contribute to the insurance fees.

Moved: GF Seconded: TC

- iii) Murray Quad
Murray Quad briefing note was presented to the board prior to the meeting.
Discussion regarding the CV involvement in the Murray Quad.

Resolution: The administration has permission to move forward and employ an event manager to develop the plan. SS will be dedicated to ensure the agreements and commitments are documented and the risk is managed.

- b) Competition Development:
 - i) Slalom – Nationals Host Agreement.
Motion: Agreement is approved by the board.
Moved: GF Seconded: TC

7. Strategic Areas – with no registered discussions.

- a) Corporate Governance
 - i) Grants and Funding – 2012/13 updated. In addition to the briefing note sent prior to the board AB updated successful grants.
 - ii) Additional Staff and Accommodation
Proposal is to manage the new positions as a contract basis with a set budget irrespective of the hourly rate. EO's can employ as required.
 - iii) Staff Pay
Some staff have had an increase in wages to align them with an recommended award rates.
- b) Representation
 - i) ORC has requested a representative to work on the expert panel to review the activity standards review for canoeing and kayaking.

TC will represent canoeing Victoria on this panel.

Action: SS to reply to ORC with Tony's details.
- c) Training, education and safety
- d) High Performance
- e) Competition Development
- f) Marketing and Communications
AC have signed with a major sponsor – Conditions include signage for State and Nationals championship which will be required to be displayed.

Action: AB to send board members details of the major sponsor details.
- g) Membership Services
- h) Community Development
 - i) Masters games will be held in Geelong (Sept 2013).

Action: AB to send details of the games to the disciplines and the dates.
- i) Club Development

8. General Business

An issue has been raised regarding publishing minutes from all the disciplines.

Action: SS to request from all the disciplines minutes from meetings which will be forwarded to the board and published on the website.

Next Meeting: August 21, 2012

Meeting closed: 10.00pm